

Installation Checklist

Registration

- Save the RegTM4.0.txt to C:\Documents and Settings\All Users\Application Data

Users and Authorizations -> Users

- All users set to Basic with only Issue privileges with the exception of the assigned admin/s.
- User language has not been set (remember if you set the language for one user, you must set it for all).

Main -> Cabinet

- The Master Cabinet always has a sequence of 1. Add-ons will be 2.

Main -> Bin

- Add items to bins.

Main -> Items

- Add min/max to each item at the item level. Set expiration date.

Touch Machine -> Touch Machine Administration

- Add Computer Name and Touch Description

Touch Machine -> Touch-Cabinet

- Add Touch Description and Cabinet Name.

Cost Center Header and Cost Center Details

- Nothing defined (Enlist help if they want to set up this option)

Reports

- Create custom stock reports, stock shortage report, custom usage and advanced transactions report. Schedule Reports to run at specified time.

System Options

- Set options to their preferences.
- Set auto backup to backup to where they want.

Manual Process

- Monthly Usage Process.
- Automatic PO Process.

Images

- Need images for Groups
- Save pictures on your flash drive to C:\Program Files\MATRIX-TM\Images\ItemPictures

Database Administration

- Check to see if you have four jobs
 - <DBname>AutoBackup
 - <DBname>AutoPOService
 - <DBname>EndOfMonthProcess
 - <DBname>ReportsEngine

Delete all the ITM DB jobs